

TO: Local Health Departments

FROM: Jennifer J. Pitcher, Director
Public Health Preparedness & Emergency Response (PHPER)

DATE: May 2, 2011

RE: PHEPCA Advisory Committee

The Indiana State Department of Health has received the Funding Opportunity Announcement (FOA) from the Centers for Disease Control & Prevention (CDC) for the new Public Health Emergency Preparedness Cooperative Agreement (PHEPCA). The 2011-12 grant year marks the beginning of a new five year project period. The PHPER Division seeks a more collaborative approach to strategic planning. We propose to form a PHEPCA Advisory Committee. The purpose and responsibilities of the Advisory Committee are:

- Review the FOA and CDC's Public Health Preparedness Capabilities & Functions and help to determine Indiana's strengths and weaknesses in relation to them
- Provide PHPER guidance and recommendations in preparation for submission of the PHEPCA grant application
- Serve as representatives of the local health department jurisdictions within each district for purposes of LHD concurrence as required by the PHEPCA grant application
- Facilitate ongoing communications and cooperation between the LHDs and PHPER

The PHEPCA Advisory Committee will meet multiple times during the year. **The first meeting is scheduled for Tuesday, May 24, 2011 from 1:00 to 3:30 p.m. at 2 North Meridian Street in Rice Auditorium.** The FOA has been posted to SharePoint and more information on this first meeting will be forthcoming. All LHDs will continue to receive information about the FOA and plans for moving forward.

PHPER is requesting that each district appoint two representatives to serve on this committee. Please identify the two representatives and forward their names, district and LHD affiliation, titles and contact information to Jennifer Bruner via e-mail (jbruner@isdh.IN.gov) no later than Monday, May 9, 2011.

Representatives should be active in public health preparedness activities within their jurisdiction and district and be prepared to share their collective opinions and perspectives as well as communicate the CDC/ISDH/PHPER perspectives back to their district's local health departments. The ISDH will seek out and appoint representatives for any district unable to identify them by consensus on their own.

The PHEPCA grant application is due to CDC by June 17. Unfortunately, this compressed timeframe for action is required in order to receive meaningful feedback and recommendations from our local health department partners. We look forward to this first meeting and ongoing collaboration. If you have any questions about serving on the PHEPCA Advisory Committee, please contact Jennifer Bruner via e-mail (jbruner@isdh.IN.gov) or telephone (317-234-2818). Thank you!